

Palo Alto County Entrance Permit

Applicant _____

Date: _____

Phone _____

Billing Info _____

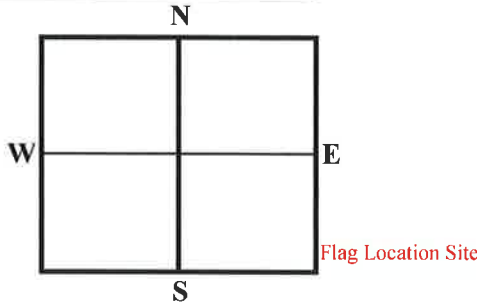
Invoice # _____

Receipt # _____

City/ST/Zip _____

Check # _____

Township _____
 Section# _____
 Street or Ave # _____



Pipe Ticket # _____

Notify Office _____

IA ONE Call _____

Desired Top Width _____ CMP Required _____

County Install _____ Contractor Install _____ Contractor Name _____

Address _____

County Installs will be built by the County when it fits the County Schedule!

Phone _____

CMP may be purchased by contractor thru the county.

Contractor Install Date _____

County does not deliver pipe!

Call 712-852-3001 to set up a time for pick up.

County Install		Entrance on Unpaved Road		\$1,000	
County Install		Entrance on Paved Road		\$2,500	
County Install - Extension		20' minimum (1side)		\$500	
CMP Pipe Required 16 GA: 18" or larger	Quantity	Size	Length		
CMP Pipe Required 16 GA: 18" or larger	Quantity	Size	Length		
Band(s)	Quantity	Size			
Additional Expense (list):					
<i>Driveway Removal Credit per driveway removed.</i>				(\$300)	
TOTAL:					
For Secondary Roads Use for Additional Expense					
Fill Material:		Type	# Loads		
Dirt Gravel Rock					
Fill Material:		Type	# Loads		
Dirt Gravel Rock					
Employee Initials	Hours	Labor Hours	Equip #	Hours	
Employee Initials	Hours	Labor Hours	Equip #	Hours	
Grand Total					

Unpaid Entrances will be subject to removal after 30 days at applicants expense.

By signing this permit application, the applicant agrees to all the terms, requirements, and fees associated with the permitting and construction/installation of an entrance in the public right-of-way in Palo Alto County Iowa. See attached page of requirements.

Applicant Signature _____

Date: _____

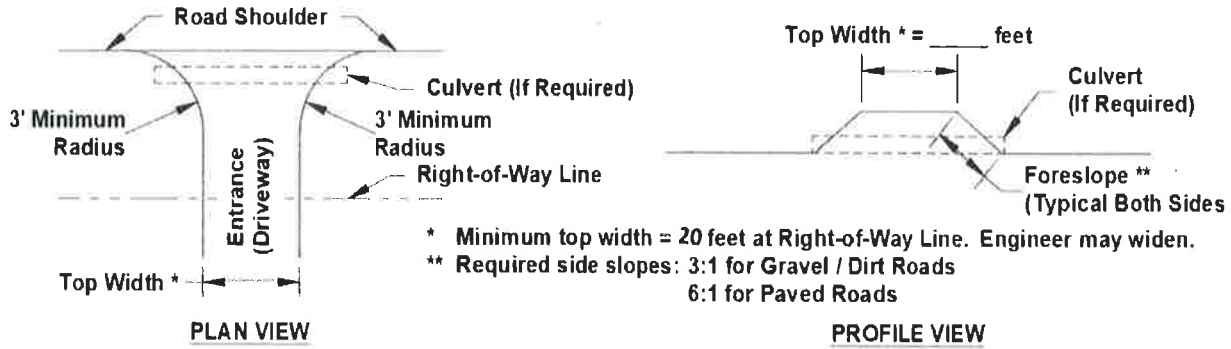
Foreman Signature _____

Date: _____

Palo Alto County Engineer _____

Date: _____

Construction Standards



CMP Pricing (will be subject to change with current market prices.)					
CMP			BANDS		
16 GA	15"	\$16.00	15" CMP Bands (24" Wide)	\$	26.00
16 GA	18"	\$22.00	18" CMP Bands (24" Wide)	\$	44.00
16 GA	24"	\$30.00	24" CMP Bands (24" Wide)	\$	60.00
16 GA	30"	\$34.00	30" CMP Bands (24" Wide)	\$	65.00

15" Cmp is used for widening existing driveways only

Price update 8/24/2021

Sold in 20' or 30' lengths. County does not cut pipe

Extensions are 20' min. \$500.00 CMP additional cost

A permit for each new or widened access to the Secondary Road System must be completed and approved prior to construction.

Location Restrictions and Construction Guidelines (See Policy for complete information): Entrance shall be placed no closer than 150' from near edge of intersecting road, anything less requires Engineering approval. Minimum width is 20 ft, maximum is 60 ft. Entrance must have a crown and NOT allow water from property to drain onto roadway. Drainage pipe must be installed parallel to the roadway, matching the flow line. Pipe must be located toward the back of the ditch bottom. Absolutely no driveways installed at the intersection of roadways. A setback of 60' on gravel roads and 150' on paved roads is required. Site distance on unpaved roads is 475', 650' on paved roads. See Policy for all requirements.

Contractor or Self Installed Guidelines (see Policy for complete information):

Materials not purchased through the County must meet County specifications.

No broken concrete, rocks, bricks, tile, wood, or other rubble to be used.

Applicant is responsible for maintaining all necessary traffic control and safety measures.

Applicant is responsible for calling Iowa One Call (811) at least 48 hours before construction and all utilities are flagged.

Applicant assumes all liability for any damage to the road or utilities in the County Right of Way.

An engineering review will be done, either by the Palo Alto County Engineer or their designee, to determine safety, drainage, and other factors on all entrances.

County Installed Driveways and Widening: At the request of applicant, Palo Alto County will complete construction of driveway. Costs for construction are listed on pricing sheet. The schedule for installation by the County Forces is dependent on factors such as workload, manpower and weather. No guarantees will be made for entrances to be completed by a certain time, such as harvest. County reserves the right to refuse construction for any reason.

Palo Alto County Secondary Roads Department Policy

Section C-4 Maintenance Secondary Roads Entrance Policy Updated: June 2021

Purpose:

The purpose of this policy is to establish consistent and fair policy and procedure to control access to Palo Alto County Secondary Road's highways and roads. This policy has been developed to formalize Palo Alto County's requirements for location and establishment of driveways, field entrances, and subdivision streets requested by county property owners. It is designed to ensure that adequate standards are maintained to provide safe highway access for persons entering to and from secondary roads while providing safety for traveling public.

Permit Requirements:

A permit for each new or widened access to the Secondary Road System must be completed and approved prior to construction. According to Section 318.8 of the Iowa Code, "A person shall not excavate, fill, or make a physical change within a highway right-of-way without obtaining a permit from the applicable highway authority". Any entrance constructed or widened without a permit is a violation of Section 318.8 of the Code of Iowa and may be removed by the County at the expense of the party responsible for the infraction. Permits shall expire one year from issuance date. An engineering review will be done, either by the Palo Alto County Engineer or their designee, to determine safety, drainage, and other factors on all entrances.

Construction and Guidelines:

The Palo Alto County Engineer or designee will determine the width of the entrance as well as the diameter of the pipe to be used in order to achieve efficient drainage. The minimum driveway width is 20 feet and maximum width is 60 feet. Slope from the top of entrance to the ditch flow line will be as follows. Paved road shall have foreslopes of 8:1 or flatter tapered to 6:1 slope over the culvert. Driveways constructed for entrance to non-paved road shall have foreslopes of 3:1 or flatter. The flatter slopes along paved road sections are mandated in order to enhance highway safety in areas of higher speeds and volumes of traffic. The entrance shall be shaped with a crown and must not allow water from the property to drain onto the roadway. Drainage pipe must be installed parallel to the roadway, and matching the flow line. Pipe to be located towards the back of the ditch bottom. Driveways shall not be installed at the intersection of roadways. A setback of 60' on gravel roads and 150' on paved roads will be required. All driveways on non-paved roads shall have a minimum site distance 475'. All driveways on paved roads shall have a minimum site distance of 650'. A permit for each new or widened access to the Secondary Road System must be completed and approved prior to construction. Self-Installed Driveways and Widening: Applicant may choose to either install the driveway themselves or hire a contractor to complete construction. Driveway permit must be obtained prior to commencement of any construction. Applicant may purchase pipe or surfacing material that has been deemed necessary from Palo Alto County or may secure materials on their own. County will keep updated pricing sheet available. If applicant does not purchase through the county materials must meet standards set by County. Dirt and Fill material are not available from the County. No broken concrete, rocks, bricks, tile, wood, or other rubble will be allowed as fill material in the construction or widening of any entrance.

Applicant is responsible for calling Iowa One Call (811) at least 48 hours before beginning construction and shall be responsible for ensuring all utilities are flagged prior to digging. Applicant is also responsible for maintaining all necessary traffic control and safety interventions as per the Manual on Uniform Traffic Control Devices at all times during construction in order to protect workers, property owners as well as the traveling public from dangers and accidents. Applicant and/or property owner assumes all liability of any damage to the county road or any utilities in county road right-of-way done by the construction of said entrance. All costs to relocate any utilities shall be at the cost of the applicant and/or owner. Palo Alto County shall be indemnified and held harmless from any damages resulting from the applicant or hired contractor's operations.

County Installed Driveways and Widening: At the request of applicant, Palo Alto County will complete construction of driveway. Costs for construction are listed on pricing sheet. The schedule for installation by the County Forces is dependent on

factors such as workload, manpower and weather. No guarantees will be made for entrances to be completed by a certain time, such as harvest. County reserves the right to refuse construction for any reason.

Driveway Removal: A \$300 credit will be applied to the applicant's invoice for each entrance located on the secondary road system, if the applicant requests and with Engineer approval, the removal of said entrance. The intent of the credit is to encourage the removal of undesirable and obsolete entrances which thereby reduces the number of conflict points for the traveling public on the secondary road system. Credits shall only be good for current application unless otherwise approved by Palo Alto County.

Maintenance:

Once completed, the County will assume maintenance of entrances. Palo Alto County is not responsible for any damage or wear on paved entrances. If the entrance is paved, applicant agrees to indemnify and hold harmless Palo Alto County from all future damages. If it becomes required that the County remove any portion of paved surface, County will replace with gravel material.

Existing driveways will be subject to removal if they do not have sufficient drainage. Removal of existing driveways will be completed in accordance with Iowa Code 318. Landowner may choose to add necessary drainage culvert or facility instead of removal. In case of emergency or natural disaster, county maintains ability to temporarily remove driveways. Cost of additional drainage capacity will be at landowner/applicant's expense.

During reconstruction of roadways, County will rebuild driveways to current roadway standards. County will make effort to work with applicants to add, remove or relocate driveways to meet current needs of users. All requests must be made prior to commencement of construction. Costs of driveway changes during reconstruction shall be new material costs only.

Appeal:

Administrative decisions on pipe size, length, sight distance and other safety and engineering factors will be final pending appeal. Appeals of administrative decisions may be presented for consideration by the Palo Alto County Board of Supervisors, in writing at any time, or orally at a regularly scheduled Board meeting. Board decisions will be entered into the official minutes and will be considered final.

BOS Approval of revision: 6/22/2021

Pricing Sheet – June 22, 2021

Driveway Construction Costs:

Entrance on Unpaved Road - \$1,000

Entrance on Paved Road - \$2,500

Extension (one side): 20' Min. length \$500 plus CMP if needed.

Metal Pipe Costs:

15" CMP (Widening Existing Driveways Only) - \$16.00 per foot

18" CMP - \$18.00 per foot

24" CMP - \$21.00 per foot

30" CMP - \$34.00 per foot

Larger Pipe will be priced at the time of purchase as County does not regularly stockpile

Metal Pipe Bands:

15" CMP Band (Widening Existing Driveway Only) - \$26.00

18" CMP Band - \$36.00

24" CMP Band - \$42.00

30" CMP Band – \$65.00

Larger Pipe will be priced at the time of purchase as County does not regularly stockpile

CMP pricing will be subject to change with current material purchases.